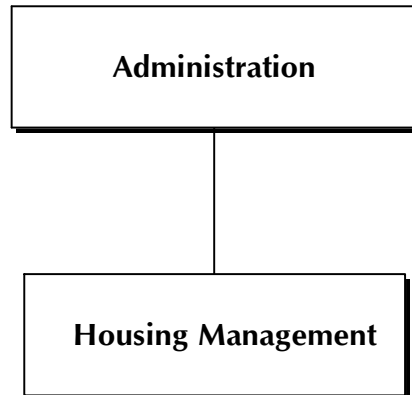


Fund 941

Fairfax County Rental Program



Mission

To manage affordable rental housing acquired by the Fairfax County Redevelopment and Housing Authority (FCRHA) and to maintain and preserve the units for long term rental availability.

Focus

The Fairfax County Rental Program (FCRP) is a local rental-housing program developed and managed by the Department of Housing and Community Development (HCD) for the Fairfax County Redevelopment and Housing Authority (FCRHA). The FCRP is designed to provide affordable rental housing in the County for low- and moderate-income families. In addition, the seven Group Home properties provide housing for persons with disabilities in conjunction with the Fairfax-Falls Church Community Services Board (CSB) and the Virginia Housing and Development Authority (VHDA).

In FY 2005, 487 units and a 115-space mobile home park will be supported under the Fairfax County Rental Program for low- to moderate-income residents and 68 beds will be maintained in Group Homes. The FCRP includes projects developed by the FCRHA and other privately developed or rehabilitated housing units acquired by the FCRHA. The privately developed and rehabilitated sites are located throughout Fairfax County, primarily in converted condominium projects.

The operation of this program is primarily supported by tenant rents and County General Fund support in the amount of \$312,476 for condominium fees. In addition, debt service contributions are received from Fund 141, Elderly Housing, to provide support for the debt service costs of Little River Glen, a FCRHA elderly housing development. Accounting procedures require that the debt service for this project be paid out of Fund 941, Fairfax County Rental Program, although the operating costs are reflected in Fund 141, Elderly Housing. Fund 941 is also used to account for debt service payments on two facilities owned by the FCRHA and leased to Fairfax County: the United Communities Ministries (UCM) offices and the replacement Mondloch I emergency shelter (Creighton Square project).

FY 2005 projected revenues decrease \$285,625, or 8.8 percent, from the *FY 2004 Revised Budget Plan*, \$3,242,756 primarily due to a reduction in reimbursements for one-time expenses including Penderbrook Apartments replacement and repair program, the debt service payments for the Gum Springs Head Start Program, and the reduction in projected repair and maintenance and insurance, utility and telecommunications expenses for the Group Homes.

In addition, HCD staff administers the contract between the FCRHA and private firms hired to manage two "stand alone" properties, Hopkins Glen and Cedar Ridge. In FY 2006, it is anticipated that ownership of one of these projects, Cedar Ridge, a 198-unit development in the Hunter Mill District, will be transferred to Reston Interfaith, subsequent to FCRHA and the U.S. Department of Housing and Urban Development (HUD) approval.

Fund 941

Fairfax County Rental Program

Budget and Staff Resources

Agency Summary					
Category	FY 2003 Actual	FY 2004 Adopted Budget Plan	FY 2004 Revised Budget Plan	FY 2005 Advertised Budget Plan	FY 2005 Adopted Budget Plan
Authorized Positions/Staff Years					
Regular	14/ 14	14/ 14	15/ 15	15/ 15	15/ 15
Expenditures:					
Personnel Services	\$972,756	\$1,071,345	\$1,080,989	\$1,118,125	\$1,118,125
Operating Expenses	1,645,566	2,217,865	2,046,871	1,838,475	1,838,475
Capital Equipment	165,962	0	91,372	0	0
Total Expenditures	\$2,784,284	\$3,289,210	\$3,219,232	\$2,956,600	\$2,956,600

Position Summary					
HOUSING MANAGEMENT	1	Painter II	3	General Building Maintenance Workers I	
3 Housing Services Specialists II	2	Painters I	1	Administrative Assistant IV	
1 Electrician II	1	Plumber I	1	Administrative Assistant II	
1 Engineering Technician II	1	Refrig. and A/C Supr.			
TOTAL POSITIONS					
15 Positions / 15.0 Staff Years					

FY 2005 Funding Adjustments

The following funding adjustments from the FY 2004 Revised Budget Plan are necessary to support the FY 2005 program:

- ◆ **Employee Compensation** **\$37,136**
An increase of \$46,780 in Personnel Services associated with salary adjustments necessary to support the County's compensation program.
- ◆ **Repairs and Maintenance** **(\$151,256)**
A net decrease of \$151,256 in Operating Expenses due to the completion of an FY 2004 project for roof replacement and repair and replacement of kitchen and bathroom cabinets at Penderbrook Apartments and scheduling of Group Home repairs and maintenance over a five-year period rather than a shorter term.
- ◆ **Miscellaneous Operating Expenses** **(\$57,140)**
A net decrease of \$57,140 in miscellaneous Operating Expenses primarily due to the savings in insurance, utility and telecommunications expenses, offset by increases in debt service payments as required by the FY 2005 amortization schedules.

Board of Supervisors' Adjustments

The following funding adjustments reflect all changes to the FY 2005 Advertised Budget Plan, as approved by the Board of Supervisors on April 26, 2004:

- ◆ The Board of Supervisors made no adjustments to this fund.

Fund 941

Fairfax County Rental Program

The following charts summarize the total number of units in the Rental Program and Group Homes in FY 2005 and the projected operating costs associated with the units:

<u>Project Name</u>	<u>Units</u>	<u>FY 2005 Cost</u>	<u>District</u>
Chatham Town	10	\$63,626	Braddock
Little River Square	45	286,310	Braddock
McLean Hills	25	213,326	Providence
Springfield Green	14	118,617	Lee
Colchester Towne	24	183,445	Lee
Penderbrook	48	382,832	Providence
Island Creek	8	50,900	Lee
Cedar Lakes	3	19,088	Hunter Mill
Westbriar	1	6,364	Providence
Working Singles Housing Program	20	16,349	Providence
FCRHA Operating	NA	196,812	Various
Woodley Homes Mobile Home Park	115	358,018	Mt. Vernon
Cedar Ridge ¹	198	0	Hunter Mill
Hopkins Glen ¹	91	0	Providence
United Community Ministries (Debt Service)	NA	37,970	Lee
Creighton Square (Debt Service)	NA	65,000	Providence
Little River Glen (Debt Service)	NA	524,458	Braddock
Subtotal FCRP Operating	602	\$2,523,115	

¹ The units at Cedar Ridge and Hopkins Glen are part of the FCRP Program. Both properties are managed and maintained by a private contractor. All funding for these units will be reported by the property management firm and reported to the agency on a regular basis.

The Group Homes program is summarized in the following table including the number of beds and the level of FY 2005 funding:

<u>Project Name</u>	<u>Beds/Units</u>	<u>FY 2005 Cost</u>
Minerva Fisher Group Home ¹	12	\$88,456
Rolling Road Group Home ²	5	38,715
West Ox Group Home ³	19	108,126
First Stop Group Home ²	8	64,096
Mount Vernon Group Home ²	8	39,791
Leland Group Home ⁴	8	54,971
Patrick Street Group Home ²	8	39,330
Subtotal Group Homes	68	\$433,485
Total Beds/Fund Expenditures	670	\$2,956,600
Less: Debt Service	NA	(\$627,458)
Total Program Operations	670	\$2,329,142

¹ Includes all Operating Expenses including utilities.

² Includes emergency Operating Expenses.

³ Includes emergency Operating Expenses and grounds maintenance.

⁴ Includes debt service payments.

Fund 941

Fairfax County Rental Program

Changes to FY 2004 Adopted Budget Plan

The following funding adjustments reflect all approved changes in the FY 2004 Revised Budget Plan since passage of the FY 2004 Adopted Budget Plan. Included are all adjustments made as part of the FY 2003 Carryover Review and all other approved changes through December 31, 2003:

- ◆ **Out-of-Cycle Adjustments** **\$0**
Subsequent to the FY 2003 Carryover Review, 1/1.0 SYE Refrigeration and Air Conditioning Supervisor was transferred from Fund 950, FCRHA Partnerships due to the Department of Housing and Community Development agency wide reorganization. Funding for this position will be absorbed within the Fund 941 budget.

- ◆ **Carryover Adjustments** **\$129,105**
As part of the FY 2003 Carryover Review, \$129,105 was added including encumbered carryover of \$77,530 primarily for the replacement of the HVAC system at Penderbrook Apartments and custodial services at FCRP properties and unencumbered carryover of \$51,575 for the replacement of the HVAC system at Penderbrook Apartments and for a fire alarm system at Minerva Fisher Hall.

The following funding adjustments reflect all approved changes to the FY 2004 Revised Budget Plan from January 1, 2004 through April 19, 2004. Included are all adjustments made as part of the FY 2004 Third Quarter Review:

- ◆ **Third Quarter Adjustments** **(\$199,083)**
As part of the FY 2004 Third Quarter Review, the Board of Supervisors approved a decrease of \$199,083 primarily due to the elimination of the debt services expenses of \$208,727 for Gum Springs Glen. This decrease is offset by an increase of \$9,644 for prorated Personnel Services to fully fund all positions previously supported by other Department of Housing and Community Development Funds as a result of an anticipated operating deficit at the time the FY 2004 Fund 941 Personnel Services budget was developed.

Fund 941

Fairfax County Rental Program

FUND STATEMENT

Fund Type H94, Local Rental Housing Program

**Fund 941, Fairfax County
Rental Program**

	FY 2003 Actual	FY 2004 Adopted Budget Plan	FY 2004 Revised Budget Plan	FY 2005 Advertised Budget Plan	FY 2005 Adopted Budget Plan
Beginning Balance	\$1,147,962	\$1,022,617	\$1,431,704	\$1,470,740	\$1,455,228
Revenue:					
Dwelling Rents	\$2,127,326	\$2,200,743	\$2,234,331	\$2,221,126	\$2,221,126
Investment Income	61,181	77,007	77,007	72,304	72,304
Other Income	370,706	507,455	423,100	155,383	155,383
Debt Service Contribution (Little River Glen)	508,813	508,318	508,318	508,318	508,318
Total Revenue	\$3,068,026	\$3,293,523	\$3,242,756	\$2,957,131	\$2,957,131
Total Available	\$4,215,988	\$4,316,140	\$4,674,460	\$4,427,871	\$4,412,359
Expenditures:					
Personnel Services ¹	\$972,756	\$1,071,345	\$1,080,989	\$1,118,125	\$1,118,125
Operating Expenses	1,645,566	2,217,865	2,046,871	1,838,475	1,838,475
Capital Equipment	165,962	0	91,372	0	0
Total Expenditures	\$2,784,284	\$3,289,210	\$3,219,232	\$2,956,600	\$2,956,600
Total Disbursements	\$2,784,284	\$3,289,210	\$3,219,232	\$2,956,600	\$2,956,600
Ending Balance	\$1,431,704	\$1,026,930	\$1,455,228	\$1,471,271	\$1,455,759
Replacement Reserve	\$513,885	\$443,243	\$443,243	\$443,243	\$443,243
Cash with Fiscal Agent	583,687	583,687	583,687	583,687	583,687
Unreserved Ending Balance ²	\$334,132	\$0	\$428,298	\$444,341	\$428,829

¹ In order to account for revenues and expenditures in the proper fiscal year, an audit adjustment in the amount of \$5,868 has been reflected as an increase to FY 2003 expenditures. The audit adjustment has been included in the FY 2003 Comprehensive Annual Financial Report (CAFR). Details of the FY 2003 audit adjustment have been included in the FY 2004 Third Quarter Package.

² The FY 2004 Unreserved Ending Balance increases by more than 10 percent primarily due to the debt service payments for the Gum Springs Head Start Program, an increase in rental income due to higher rents based on comparable pricing for federally subsidized units and the increase in projected reimbursements for repair and maintenance and insurance, utility and telecommunications expenses for the Group Homes.